



UNITED STATES MARINE CORPS
MARINE CORPS RECRUIT DEPOT/EASTERN RECRUITING REGION
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PARRIS ISLAND, SOUTH CAROLINA 29905-9001

IN REPLY REFER TO:
DepO 5350.7A
G-3

DEC 09 2019

DEPOT ORDER 5350.7A

From: Commanding General
To: Distribution List

Subj: STANDING OPERATING PROCEDURES FOR THE MARINE CORPS ALCOHOL SCREENING PROGRAM

Ref: (a) MCO 5300.17A
(b) MARADMIN 709/12
(c) Letter of Instruction for the Marine Corps ASP of Feb 21, 2013
(d) MARADMIN 523/13
(e) MARADMIN 364/14
(f) ALCOMATE Premium (AL7000) Users' Manual

Encl: (1) Marine Corps Alcohol Screening Program Log
(2) Testing Procedures for Alcohol Screening

1. Situation. The Alcohol Screening Program (ASP) is designed to deter Marines from being under the influence of alcohol while on duty. This initiative also presents an opportunity for education and training for any Marine or Sailor that is identified by the ASP as testing positive. This Standard Operating Procedure (SOP) describes the procedures and responsibilities required to implement the Marine Corps ASP.

2. Cancellation. DepO 5350.7

3. Mission. The ASP is a unit-level deterrence tool to identify alcohol misuse and direct appropriate intervention before any career or life-altering incidents occur. Marines and Sailors undergo ASP breathalyzer testing in conjunction with the monthly random urinalysis testing. Each Marine or Sailor should be tested at least once annually. ASP supports a commander's efforts to ensure Marines and Sailors arrive to work safely and fit for duty.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. The ASP applies to all Marines and Sailors assigned to each unit, including those assigned temporary additional duty. If a Marine or Sailor is identified while on duty as under the influence of alcohol, it is an opportunity for further intervention. This SOP promulgates the required procedures and guidelines for the execution of the ASP. The ASP may only be used while on duty. Deviation from or modification of the procedures set forth in this SOP is not authorized without the prior approval at the Battalion Commanding Officer (CO) level. Major Subordinate Commands (MSC) Battalion COs shall ensure all requirements of references (a), (b), (c), (d), and (e) are met. This SOP is intended to supplement these references.

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(2) Concept of Operations. The objectives of the ASP testing program are to:

- (a) Provide immediate identification of the presences of alcohol.
- (b) Facilitate command assessment of the unit's culture of alcohol use.
- (c) Provide opportunities for counseling, education, training, and screening.
- (d) Promote safety and maximize readiness through ensuring members are fit for duty.
- (e) Return members to full duty as early as possible.
- (f) Deter alcohol abuse and misuse.

b. Subordinate Element Missions

(1) Conduct monthly random breathalyzer testing in conjunction with the monthly random urinalysis testing of at least ten percent of the unit's population.

(2) Designate, in writing, an Alcohol Screening Program Coordinator (ASPC) who will coordinate and conduct all screening efforts IAW this order.

(3) Ensure familiarization and compliance with the references and enclosures found within this order.

(4) Screening results should be recorded utilizing enclosure (1). These records must be maintained at each unit for a minimum of 24 months.

(5) Ensure ASPCs conduct alcohol screening procedures in accordance with enclosure (2).

(6) Within seven (7) days after the end of each month, the unit ASPC will report the testing results electronically via the SharePoint site on www.thegearlocker.org.

c. Coordinating Instructions

(1) Participation in the ASP is mandatory and constitutes a direct order. Refusal to perform a breath test and/or failure to provide a sufficient sample is a violation of Article 92 of UCMJ, Failure to Obey an Order or Regulation, which may result in punitive action.

(2) A record of each test must be completed regardless of the test results. The following information will be annotated on the Alcohol Screening Program Log [enclosure (1)]:

- (a) Record the 4-digit test number that appears on the screen.
- (b) Date and time screening was administered.
- (c) The Marine/Sailor's current rank.

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(d) Last name of the Marine/Sailor screened.

(e) First name of the Marine/Sailor screened.

(f) The results of the test; "NEG" if negative or "POS" if positive; "BAC=0.00" fill in number if positive; or "No Sample" if Marine/Sailor failed to provide a sufficient sample.

(g) Note the disposition of each Marine/Sailor who failed the test, i.e., referred for education, Substance Abuse Counseling Center (SACC) screening, fit for duty, or N/A if no referral.

(h) The breathalyzer is not a tool for commanders to use outside the scope of ASP. If outside the scope of random unit testing, e.g. a service member is suspected of being under the influence of an intoxicant, the commander must order the service member to undergo a Fitness for Duty evaluation at the Branch Health Clinic (BHC) in order to make a determination.

1. The breathalyzer does not require calibration. ASPCs will instead replace the sensor between 200 - 300 tests.

2. Ensure that when not in use, testing devices are secured in order to prevent tampering.

5. Administration and Logistics

a. Direct questions concerning the ASP to the SACC at (843)228-7972.

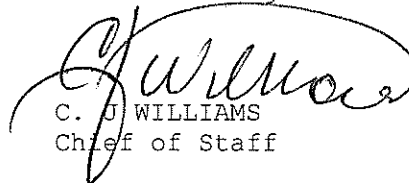
b. Recommendations concerning the contents of this Order will be forward to AC/S G-3 via the chain of command.

c. Directives issued by MCRD/ERR PI are published and distributed electronically. Electronic versions can be viewed on the G-1 SharePoint.

6. Command and Signal

a. Command. This order is applicable to MCRD/ERR PI.

b. Signal. This Order is effective the date signed.


C. J. WILLIAMS
Chief of Staff

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Testing Procedures for Alcohol Screening

The Alcohol Screening Program Coordinator (ASPC) will refer to the references for operation of the device to develop specific procedures. The following are general procedures that should be followed:

1. Turn device on. Wait for the device to warm-up before initial testing. Be sure to reset after each use in accordance with instructions provided with each device. This will significantly reduce the risk of a false positive sample on the subsequent reading.
2. Ask the Marine/Sailor if he/she has ingested anything during the last 20 minutes. If the answer is yes, wait at least 20 minutes before testing.
3. The Marine/Sailor being tested shall take a deep breath and blow steadily and consistently, until the device signals test completion, usually four to five seconds.
4. Once the device detects the presence of deep lung air, it will test the breath sample.
5. A "flow" or "flo" warning display on the readout screen indicates the breath sample was not sufficient or more likely, not long enough.
6. If the Marine/Sailor fails to provide a sufficient breath sample, have the Marine/Sailor perform a second test right away, a 20-minute waiting period is not required.
7. After three attempt failures, it will be identified/reported as "failing to provide a sufficient sample."
8. If the Marine/Sailor tests positive, retest after 20 minutes. On the log denote the results and "retest" under disposition. Record the second results on a separate line on the log.
9. If the Marine/Sailor has a result of .02 percent - .039 percent, it is the CO's discretion if the service member is referred to Substance Abuse Counselling Center (SACC) for screening and/or a Fitness for Duty evaluation.
10. If the Marines/Sailor has a positive result of .04 percent or greater, the service member will be referred to Branch Health Clinic (BHC) for a Fitness for Duty evaluation and the SACC for screening. The Marine/Sailor should arrive at the SACC for screening only after their blood alcohol content has returned to .00 percent.
11. Prior to testing another individual, ensure the screen backlight has turned off and then tap the power button to reset the unit.
12. Avoid the introduction of smoke, saliva, or other contaminants into the device.
13. Avoid testing in high wind or restricted spaces. Poor ventilation may lengthen the time required for warm up between tests.
14. A "bat" warning display on the readout screen indicates that battery power is low and battery replacement is required.